

PUBLIC SAFETY BOND CITIZEN OVERSIGHT COMMITTEE

Meeting Report February 27, 2008

PRESENT: Phyllis Lazzarini, Jim Shore, Autumn Gutierrez, Dang Pham

ABSENT: Jim Shore, John Skeen

STAFF: Melanie Jimenez, Ashwini Kantak, Gary Kirby, Tom Bohn, Jim McClure, Dave Sykes, Katy Jensen, David Printy, Fred Moezzi, Buck Martone, Mario Oliveros, Alice Vurich

The meeting was convened at 5:10 PM.

1. Documents Distributed

The following documents were distributed to the Committee:

- Agenda
- Minutes from the November 28 and December 5, 2007 Public Safety Bond Citizen Oversight Committee meetings.
- Fiscal Year 2007-2008 Second Quarterly Report

2. Approval of Meeting Minutes

Minutes from the November 28 and December 5, 2007 meeting were approved.

3. Action Items from Last Meeting

COC memo regarding the Police Substation project

Dave Printy to revise the COC memo to Council regarding the police substation award and the public safety bond program contingency reserve. The memo will be distributed to the mayor and council next week.

The revised memo was sent to Phyllis Lazzarini and Jim Shore for their review and signature and then distributed to the Mayor and Council prior to the substation award on December 18, 2007.

4. Project Budget, Expenditure & Status

4a. Police Substation Public Art

Autumn Gutierrez asked about the status of the ordinance discussion regarding public art. Ashwini Kantak confirmed that the ordinance had been approved by Council on January 8, 2008 and that the ordinance was specific about changing the allocation of the Police public art monies for the Police Substation project and did not impact the allocation of any other public art projects.

4b. Project expenditures, funding and sunk costs

Phyllis Lazzarini asked what the expenditures on the 911/ECDC project had been for. Dave Printy responded that the money had been spent on design; currently there is \$181,000 remaining balance in the contract which is expected to be freed up once the consultant contract has been liquidated. Approximately \$1.1 million is available for the remodel project.

Autumn Gutierrez expressed some concerns about significant sunk costs on projects and stated that she would like staff to highlight any sunk costs due to re-scoping. Staff agreed to do so and also clarify that a distinction would need to be made on acceptable feasibility costs as opposed to sunk costs. The Driver Training Facility was discussed specifically and the possibility of moving the facility to an alternate site east of Zanker Road was discussed. Autumn Gutierrez inquired about how much money had been spent on the project. David Printy stated that per the Second Quarterly report the total spent and encumbered on this project was approximately \$652,000. Gary Kirby clarified that the conceptual documents prepared for the Driver Training facility would be useful even if an alternate site were to be considered. Dave Printy added to this stating that the design efforts had been focused on the course configuration and not so much on the actual engineering, thus, these modular course elements could be reused at an alternate location.

Autumn Gutierrez inquired as to the cost of having a public meeting and stated that we should be mindful of this as we do our community outreach. Various staff clarified that the costs incurred are modest and include mailing costs as well as time spent on prepping for the meeting. Staff do not get paid overtime to attend the meetings and thus no additional staff costs are incurred.

Autumn Gutierrez stated that she would like to see staff pursuing grants and working collaboratively with SNI for garnering public art funding.

4c. Fiscal Year 2007-2008 Second Quarterly Report

Dave Printy presented the second quarterly report for fiscal year 07-08. He highlighted some of the projects

Police Substation – Dave Printy provided an update on the ground breaking event that was held on February 22, 2008.

Fire Station No. 36 - The community meeting for Fire Station 36 held on February 12, 2007 was discussed. The only concern expressed was from a resident who is currently next to Fire Station No. 24. No specific concerns about Fire Station No. 36 were brought up.

Fire Station 17 – Dave Printy reported that there were some problems of vandalism with the concrete due to high school kids etching their names in the wet concrete and that this matter was being investigated by the school.

Fire Station 19 – Dave Printy reported that a late March 2008 trial date had been set for the settlement of the land costs. There was some discussion as to how the settlement could impact Fire Station No. 21 with regards to available funding for acquisition of land for that project, however, at the time the total cost of the settlement was unknown.

Dave Printy presented a slideshow of the Police substation ground breaking event as well as projects under construction including stations 12 (Calero) and 17 (Cambrian).

5. Future Items

The next meeting is scheduled for May 21, 2008 at 5 pm.

6. Oral Communications

None

7. Action Items

- a. Staff to provide an ongoing update on sunk costs along with a clear definition of what are considered to be sunk costs.

8. Adjournment

The Committee was adjourned at 5:50 P.M.